



**U.S. Department of Agriculture
Rural Development**

FEDERAL CAREER INTERN PROGRAM OPPORTUNITY

The United States Department of Agriculture, Rural Development, is currently hiring for the following Federal Career Intern Positions

Announcement Number: FCIP-STL-08-IT-DM

Position Title: Information Technology Specialist –Data Management, 2 Positions

Series and Grade Level: GS-2210, Grade 5, 7, 9

Salary Range: \$29,726 – \$45,040

Full Performance Grade Level: GS-12 (Currently \$65,315)

Opening Date: September 29, 2008

Closing Date: October 28, 2008

Position Location: St. Louis, Missouri - Data Management Services Branch, Technology Support and Standards Compliance Division, Deputy Chief Information Officer

Equal Employment Opportunity

Qualified applicants will be considered for appointment without regard to race, color, age, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status.

**Information Technology Specialist – Data Management
(Federal Career Intern Program)**

Rural Development Profile

Rural Development (RD) is the U. S. Department of Agriculture's (USDA) agency that is committed to helping improve the economy and quality of life in all of rural America. Through our programs, we touch rural America in many ways. Rural Development Mission Area includes Housing and Community Facilities Programs, Business and Cooperative Programs, Utilities Programs, and a widely dispersed field office structure of 47 State Offices.

Rural Development is seeking a bright and motivated individual who is interested in performing a variety of assignments which supports the mission and vision of the Department of Agriculture.

What is the Federal Career Intern Program

The Federal Career Intern Program (FCIP) is designed to attract college graduates and experienced professionals interested in careers with the Federal Government. Individuals are appointed to a two-year paid internship program which provides training, development, and valuable full-time on-the-job work experience. After successful completion of the program, interns may be eligible for conversion to a permanent position without further competition.

Position Information

This is an IT Specialist, Data Management, trainee position. The incumbent participates in an organized developmental program designed to prepare him/her to assume the responsibilities of an IT Specialist. The intern will perform progressively more duties with decreasing oversight as knowledge and skills are developed. The intern's developmental work assignments will provide exposure to information technology principles and standards to perform day-to-day execution of data related services for Rural Development. This includes activities associated with data base administration, data management, such as conducting research and evaluation of related data in the support of the Office of the Chief Information Officer.

Intern will participate in a 2-year formal training and development program designed to provide them with important competencies to progress to more responsible positions during the program. Intern will be promoted to higher grade level when administrative and qualification requirements have been met, but not beyond the established promotion potential of the position. Upon successful completion of the program, intern may be converted to career-conditional or career appointments, as appropriate. An intern who does not perform successfully or progress sufficiently during the program may be separated at any time.

Key Highlights of the Administrative Career Intern Program

- Full-time, 2-year Excepted Service Appointment, under the authority of the Office of Personnel Management (OPM);
- Core Career Development Training;
- Rotational assignments to gain on-the-job experience;
- A mentor to assist in career development and growth;
- Intern may be promoted while in training and learning;
- Upon completion of the 2-year internship period, the incumbent may be non-competitively converted to a career or career-conditional appointment.

Qualifications

Applicants must meet the OPM qualification requirements for GS-2210-IT positions:

GS-5: Attainment of a Bachelor's degree or better in the following major fields of study:

1. Computer science, information science, information systems management, mathematics, statistics, operations research, or engineering, or course work that required the development or adaptation of computer programs and systems and provided knowledge equivalent to a major in the computer field; **OR**

2. Equivalent experience and education including course work that required the development of adaptation of computer programs and systems and provided knowledge to a major in the computer field.

GS-7: Completion of all requirements for GS-5, plus

1. One year of full-time graduate education in computer science, information science, information systems management, mathematics, statistics, operations research, or engineering; **OR**
2. One year of professional experience in a related area comparable to the GS-5 level in difficulty in the Federal Service; **OR**
3. Combination of appropriate professional experience and graduate education totaling one year: **OR**
4. Attainment of superior academic achievement in undergraduate studies, based on the demonstration of one of the following:
 - A. A 3.0 grade-point average on a 4.0 academic scale for all courses completed at the time of application; or during the last 2 years of the undergraduate curriculum; **OR**
 - B. A 3.5 grade-point average in the major field or study at the time of application, or during the last 2 years of the undergraduate curriculum; **OR**
 - C. A standing in the upper third of the college class or major subdivision; **OR**
 - D. Election to membership in one of the national honorary societies (other than freshman or sophomore societies) recognized by the Association of College Honor Societies.

GS-9: Completion of all requirements for the GS-7, plus

1. Two full years of graduate education in computer science, information science, information systems management, mathematics, statistics, operations research, or engineering; **OR**
2. A Master's degree in computer science, information science, information systems management, mathematics, statistics, operations research, or engineering; **OR**
3. One year of professional experience comparable to the S-7 level of difficulty in the Federal Service that demonstrated knowledge of computer requirements and techniques in carrying out project assignments consisting of several related tasks, such as in the case of development of minor modifications to parts of a system on the basis of details specification provided. This involves the analysis of the interrelationships of pertinent components of the systems; planning the sequence of actions necessary to accomplish the assignment; and personal responsibility for a least a segment of the overall project, or the equivalent; **OR**
4. A combination of appropriate professional experience and graduate education totaling one year.

Other Crediting Experience

Credit will be given for unpaid directly related experience or volunteer work, such as community, cultural, social service, and professional association activities on the same basis as for paid experience. To receive proper credit, you must provide the duties performed and the number of hours per week that was spent in such activities.

General Eligibility

- U.S. Citizenship;
- Bachelor's or Graduate Degree from an accredited college or university – See Qualifications Section
- Possess exceptional work experience in combination with education;
- Applicants who will complete all of their degree requirements within six months may also apply, but may not enter on duty until successful completion of all the required study;
- Diverse professional experiences, training, and competencies;
- Demonstrate leadership potential and community service.

Suitability and Clearance Requirements: A background security investigation will be required for all new hires. Appointment will be subject to the applicant's successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements will be grounds for non-appointment or termination.

HOW TO APPLY REQUIREMENTS

- Letter of Interest;
- Optional Application for Federal Employment (OF-612): Can be found online at http://www.opm.gov/forms/pdf_fill/of612.pdf. Your application must include work experience, training, education, volunteer work, and awards, if any;
- Resume;
- An **official** copy of college transcript(s);
- USDA Career Intern Program Application Form: Can be found online at: <http://usda.gov/da/employ/CareerInternApplication.htm> or at <http://www.usda.gov/da/employ/CareerInternApplication.pdf>.
- For applicants Claiming Veterans' Preference: Form DD-214 or other official documentation from a branch of the Armed Forces or the Department of Veterans Affairs (VA). Eligibles claiming 10-point-point preference must also submit an Application for 10-Point Veteran Preference, SF-15, along with the required documentation listed on the back of the form. (For more information of Veterans' programs, please see the VetsInfo Guide).

DEADLINE FOR APPLICATION: To apply for this opportunity, all of the following application materials must be received by Tuesday, October 28, 2008, at 11:59 p.m.

The complete application package should be submitted to:

Bernadette Miller
Rural Development
Federal Career Intern Program Coordinator
1400 Independence Avenue, S. W.
Mail Stop 0730
Washington, D. C. 20250-0730
(202) 692-0267 - FAX
Or by e-mail: Bernadette.Miller@wdc.usda.gov

NOTE: Universities may submit official transcripts to the above mailing address.

EEO Statement

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factors.

Reasonable Accommodation Policy Statement

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.
